

LIVINGSTON SCHOOL DISTRICT
Livingston, New Jersey 07039

SCHOOL NURSE

QUALIFICATIONS:

1. Current license as a registered, professional nurse in New Jersey.
2. Certified as a School Nurse by the New Jersey Department of Education.
3. Certified as a Teacher of Health Education by the New Jersey Department of Education.
4. Certified to administer CPR/AED.
5. Ability to effectively communicate and work well with students, staff, parents and community members.
6. Successful participation in professional development activities specific to the nature and demands of the position.
7. Such alternatives to the above qualifications as the Board may find appropriate.

REPORTS TO: Principal

JOB GOALS: To appraise, protect, promote, instruct and assist students and personnel in the interest of achieving and maintaining their optimum health in a manner consistent with the philosophy, goals, policies and curriculum of the Livingston School District and in accordance with N.J.S.A 18A:40-1 through 43.

JOB RESPONSIBILITIES:

1. Maintains student health records and conducts required health screening programs in accordance with N.J.A.C. 6A:16-2.2.
2. Disseminates to pupils and parents the nature and significance of health problems while encouraging correction of remedial defects through appropriate plans of action.
3. Authorizes exclusion and re-admission of students in connection with infectious and contagious diseases.
4. Instructs teachers on observation and reporting of health defects of students in accordance with N.J.S.A. 18A:40-3.
5. Advises staff on the modification of the educational program to meet health needs of all students, including those that are classified.
6. Works cooperatively with physicians in carrying out prescribed treatments within the school environment.
7. Directs and supervises the emergency administration of epinephrine and trains school staff designated as delegates.
8. Oversees staff compliance with school personnel health regulations.
9. Reports to parents, school personnel, physicians, clinics, and other agencies on school medical matters when appropriate.
10. Prepares and submits reports for the Superintendent and the State Board of Health.
11. Assists school personnel in establishing sanitary conditions in schools.

12. Attends committee meetings and conferences regarding health service and health curriculum when appropriate.
13. Participate in the instruction of health classes on a scheduled basis in cooperation with the classroom teachers.
14. Cooperate with local and State public health authorities.

This position will also be responsible for all other duties as assigned.

TERMS OF EMPLOYMENT:

This is a ten month position with compensation to be negotiated with the Superintendent and approved by the Board.

EVALUATION:

The performance of this position will be evaluated annually in accordance with the provisions of the Board's policy on evaluation of certified personnel.

Board approval date: April 16, 2012